



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. ARMY ENLISTED RECORDS AND EVALUATION CENTER
8899 EAST 56TH STREET
INDIANAPOLIS, INDIANA 46249-5301



AHRC-EB

28 September 2004

MEMORANDUM FOR Director of Military Personnel Policy, Office of the Deputy Chief of Staff G-1, 300 Army Pentagon, Washington, D.C. 20310-0300

SUBJECT: Field After Action Report - FY05 MSG Selection Board

1. References.

a. DAPE-MPE-PD, Memorandum of Instruction (MOI) dated 8 September 2004, Subject: MOI for the FY05 MSG Selection Board.

b. U.S. Army Enlisted Records and Evaluation Center (EREC) FY05 MSG Selection Board Standard Operating Procedures effective 8 September 2004.

2. General. The CY05 MSG Selection Board convened at U. S. Army EREC, Indianapolis, Indiana on 8 September 2004 to select the best qualified noncommissioned officers for promotion to Master Sergeant IAW references 1a and 1b above. The board also screened packets of Soldiers referred to it under the Stand-By Advisory Board (STAB) process.

3. Board Issues and Observations (items of interest to the field relating to the board process, procedures and personnel files, etc.).

a. Noncommissioned Officer Evaluation Report (NCOER) Ratings: The board members found it extremely helpful when Raters and Senior Raters had consistent ratings, with justified Excellence bullets. The message is very clear when a Rater says an NCO is "Among the Best", and the Senior Rater states "Promote Now" and checks "1" blocks in Performance and Potential. When a discrepancy existed between Rater and Senior Rater, the Reviewer's comments were very important. Bullet comments were often not strong enough to support or justify "Excellence" ratings. NCOs were not disadvantaged by not having combat duty, but combat duty did open up leadership opportunities and assisted raters in justifying "Excellence" rating.

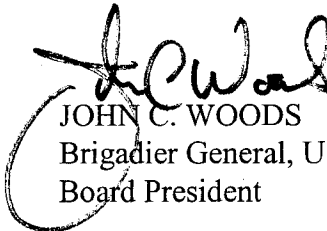
b. General Officer Memorandum of Reprimand (GOMOR)/UCMJ Actions: The board observed omissions of negative information on NCOERs covering periods in which NCOs received either GOMORs or Article 15 punishments. Raters and reviewers should insure NCOERs capture misconduct and that DA Forms 2627 are forwarded to EREC.

- c. APFT Scores: NCOERs that included the individual's APFT score and body fat percentage (in addition to height/weight) assisted the board in clearly determining an NCO's fitness level. In the future it may be useful to list body fat percentage to highlight an NCO's fitness when their body weight exceeds the height and weight standards for AR 600-9.
- d. Job Titles/Duty Descriptions: Using titles specified by proponent career maps, with clear, comprehensive duty descriptions were the norm and helpful. Duty descriptions that included the number of Soldiers and the value of equipment under the NCO's supervision provided clear, objective means of communicating levels of responsibility.
- e. DA Photos: NCOs who had current Official Photographs on file were very helpful to the board and to themselves. Photos that were taken in the current grade, with current awards and within 12 months were the most helpful. Photos, when viewed along with height and weight measurements, were also helpful in assessing the NCO's appearance.
- f. Complete the Record (CTR)/Senior Rater Options (SRO): Both CTR and SRO reports helped the board to assess current duty performance when prepared by leaders in the approved rating scheme. However, board members noted some CTR reports that did not meet the requirements outlined in the DA message.
- g. Awards: In many cases, the OMPF did not contain documentation to support the awards worn by NCOs in their official photograph, especially the recruiter badge. NCO's should submit certificates upon receipt of awards.
- h. Letters to the President of the Board: Letters were especially helpful in pointing out important information or anomalies in an NCO's files. NCOs need to be more aware of this powerful tool and how to properly use it, and should seek their Command Sergeant Major's guidance and counsel during preparation.
- i. Key Duty Positions: NCOs are encouraged to continue to seek out those challenging/troop leading positions. NCOs that have served successfully in the more challenging positions were considered more competitive.
- j. Detailed Recruiters: The decision to assign detailed recruiters as Station Commanders was viewed by the board as a predictor of 1SG potential.
- k. Skill-level 5 Positions: The board viewed NCOs that were serving in skill-level 5 positions as very competitive. Having successfully served in a Master Sergeant position or as a First Sergeant showed they possessed the skills and potential for increased responsibility. Units need to ensure assignments and ratings reflect the intended message.

AHRC-EB

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1. College education was seen as a positive sign of personal initiative.
4. Concluding comments. The NCOER remains the primary means of communicating performance and potential. The observations above should assist leaders to capture both for evaluation by promotion boards. The Army has made this information more accessible by automating enlisted personnel records and the promotion board process, and by providing NCO's the ability to validate their Enlisted Records Brief (ERB) on line. Both are significant improvements over the past and assisted the board in selecting the best-qualified NCO's for promotion.



JOHN C. WOODS
Brigadier General, U.S. Army
Board President